

Sewer Fund

The Sewer Fund is included in the organizational structure of the Department of Environmental Services, which can be found on page 139.



CITY OF **FALLS**
CHURCH

SEWER FUND

ACCOUNT DESCRIPTION	2006 Actual	2007 Original Budget	2008 Adopted	Percent Change
Summary –Sewer Fund Revenues				
Charges for Services	2,581,621	2,461,362	2,200,000	-10.62%
Investment Revenues	155,063	40,000	125,000	212.50%
Borrowings and Use of Fund Balance	0	950,311	3,955,311	316.21%
Dispositions Et Sales	150	0	0	-
Total Revenues	2,736,834	3,451,673	6,280,311	81.95%
Summary – Sewer Fund Expenditures				
Sewer Administration	372,638	407,746	418,418	2.62%
Customer Service	38,645	47,405	48,438	2.18%
Collections Et Disposal	1,717,350	1,681,994	1,236,732	-26.47%
Debt Service	4	0	0	-
Transfers	728,311	950,311	3,955,311	316.21%
Total Expenditures	2,856,948	3,087,456	5,658,898	83.29%

SEWER FUND

ACCOUNT DESCRIPTION	2006 Actual	2007 Original Budget	2008 Adopted	Percent Change
Charges for Services				
Service Charges	1,977,570	2,235,362	2,100,000	-6.06%
Connection Charges	-	1,000	-	-100.00%
Fairfax Sewer Collection Chgs	383,935	-	-	-
Availability Fees	93,058	100,000	100,000	0.00%
Carrying Charges	127,059	125,000	-	-100.00%
Late Fees, Penalties	-	-	-	-
	2,581,621	2,461,362	2,200,000	-10.62%
Investment Revenues				
Interest on Bank Deposits	-	-	-	-
Interest on Investments	155,063	40,000	125,000	212.50%
	155,063	40,000	125,000	212.50%
Borrowings and Use of Fund Balance				
Proceeds from Bond Sale	-	222,000	3,200,000	1341.44%
Transfer from Sewer Imp Fund	-	-	-	-
Use of Fund Balance	-	728,311	755,311	3.71%
	0	950,311	3,955,311	316.21%
Dispositions & Sales				
Miscellaneous	150	-	-	-
	150	0	0	-
TOTAL	2,736,834	3,451,673	6,280,311	81.95%

SEWER FUND

Sewer Administration FY 2007–2008

The Department of Environmental Services provides management and oversight of the City's sanitary sewer system, including related planning, design, construction, and rehabilitation of the system, which serves the City's 10,000 residents. The sanitary sewer system is comprised of 4,000 accounts, 44 miles of sewer mains, and 932 manholes. More than one million gallons of sewage is collected per day and sent to treatment plants in Fairfax and Arlington Counties. In addition, funding is used to develop and implement capital improvements needed to provide high quality and reliable service.

Employees:

- 0.05 - General Manager
- 0.05 - Engineering Technician
- 0.05 - Water & Sewer Inspectors (2)
- 0.05 - Public Utilities Director
- 0.05 - Utilities Engineer
- 0.05 - Senior Administrative Assistant
- 0.05 - Engineering Assistant

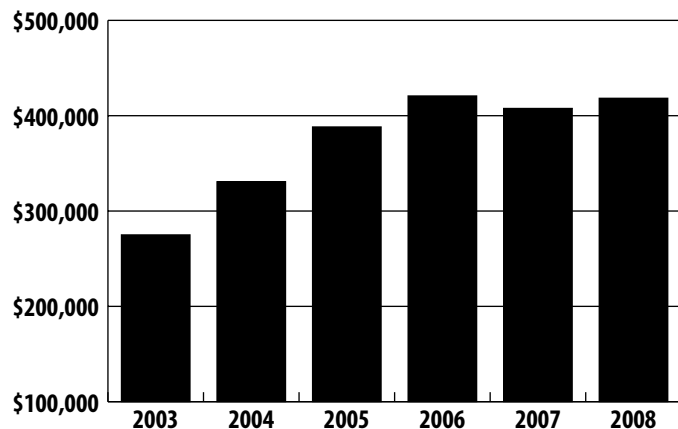
Objectives:

- Complete recommendations regarding the removal of sump pumps and roof drains by June 30.
- Inventory existing conditions and capacities, and initiate implementation planning by June 30, 2008 pursuant to the City Council's Strategic Plan.

Performance Measures:

- Respond to customer and citizen inquiries within 24 hours.
- Manage contract to line approximately 4,000 feet of sewer main to complete project on schedule and within budget.

Sewer Administration Budget Trend – FY 2003–2008



2003	2004	2005	2006	2007	2008
275,116	330,865	388,330	420,844	407,746	418,417
	20.26%	17.37%	8.37%	-3.11%	2.62%
Notes:					
• Increase in FY 2004 due to increase in administrative cost transfer.					
• Increase in FY 2005 due to increase in administrative cost transfer and increase in payment in lieu of taxes.					
• Increase in FY 2008 reflects reallocation of certain salaries and benefits.					

SEWER FUND

ACCOUNT DESCRIPTION	2006 Actual	2007 Original Budget	2008 Adopted	Percent Change
Sewer Administration				
Salaries - Regular	20,669.29	33,859.00	28,194.42	-16.73%
Salaries - Overtime	412.61	250.00	500.00	100.00%
Salaries - Temporary	-	10,000.00	-	-100.00%
FICA Benefits	1,565.08	784.13	2,018.73	157.45%
City Retirement Benefits	276.49	677.18	1,296.94	91.52%
Health Medical Benefits	1,422.03	2,765.70	1,531.61	-44.62%
Group Life Benefits	212.74	317.14	297.73	-6.12%
Disability Insurance	160.37	231.25	208.64	-9.78%
Unemployment Insurance	-	-	-	-
Workers' Compensation Benefits	193.11	211.72	263.42	24.42%
Section 125 Administration	-	-	-	-
Deferred Compensation Payment	291.62	-	306.00	-
Administrative Costs to GF	193,735.00	275,000.00	275,000.00	0.00%
Pension Costs to GF	2,727.00	2,000.00	2,000.00	0.00%
Professional Services	1,969.42	7,500.00	3,000.00	-60.00%
Repairs & Maintenance	-	5,000.00	5,000.00	0.00%
Maintenance Service Contracts	-	600.00	500.00	-16.67%
Printing & Binding	-	500.00	500.00	0.00%
Central Copying Services	-	-	-	-
Telecommunication Services	1,134.30	750.00	2,500.00	233.33%
Vehicle Insurance	14,200.00	27,000.00	28,000.00	3.70%
Payment in lieu of Taxes	40,000.00	40,000.00	40,000.00	0.00%
Other Operating Supplies	-	300.00	300.00	0.00%
Safety Equipment	-	-	-	-
Bad Debt Expense	9,000.00	-	-	-
Depreciation Expense	84,669.16	-	-	-
Trust Fund Funding	-	-	27,000.00	-
	372,638.22	407,746.12	418,417.49	2.62%

SEWER FUND

Customer Service – Sewer FY 2007–2008

This Division provides billing and mailing operation for 4,005 sewer accounts within the City's sewer system service area. Responsibilities include meter reading and billing, mailing and collection of all sewer bills for the system's customers. Customer Service Representatives assist customers over the phone with common questions as well as help those who wish to pay their water/sewer bill in person at City Hall. Trained technicians install new meters, repair and replace existing meters, and perform various testing to existing meters to ensure accuracy.

Employees:

- 0.05 – Utilities Customer Service Director
- 0.05 – Utilities Accounting Manager
- 0.05 – Senior Customer Service Reps (3)
- 0.05 – Customer Service Reps (2)
- 0.05 – Crew Leader (1)
- 0.05 – Meter Readers (3)
- 0.05 – Meter Technicians (2)
- 0.05 – Field Technician (1)

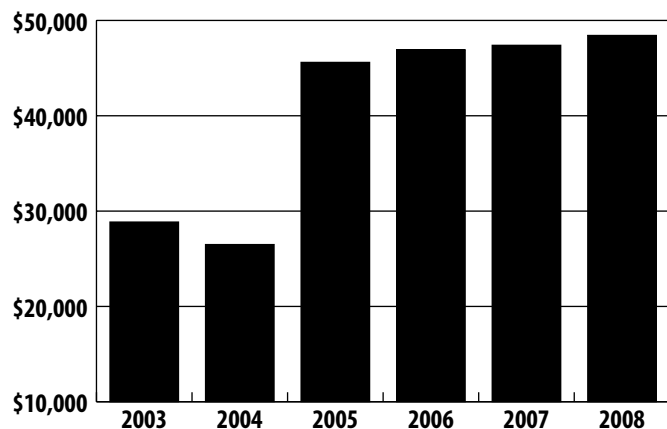
Objectives:

- Continue with the AMR (Automatic Meter Reading) meter change project to include all residential and commercial water meters with new meters for more accurate billing. The implementation will include AMR capability.
- Provide 100 percent accurate sewer reports to Fairfax County in a timely manner.
- Serve the public through timely and outstanding service 100 percent of the time.

Performance Measures:

- Ensure a 99 percent accuracy rate for water/sewer billing.
- Ensure timeliness of preparation of reports for Fairfax County.
- Ensure 100 percent of customer correspondence received via U.S. mail is handled within three working days and all telephone calls are handled the day they are received.

Customer Service – Sewer Budget Trend FY 2003–2008



2003	2004	2005	2006	2007	2008
28,865	26,504	45,613	46,931	47,405	48,438
	-8.18%	72.10%	2.89%	1.01%	2.18%
Note:					
• 5 percent of Meter Reader and Meter Technician salaries included in the Sewer Budget.					

SEWER FUND

ACCOUNT DESCRIPTION	2006 Actual	2007 Original Budget	2008 Adopted	Percent Change
Customer Service				
Salaries - Regular	29,345.86	33,102.60	34,816.85	5.18%
Salaries - Overtime	1,320.20	-	-	-
Salaries - Temporary	-	-	-	-
FICA Benefits	2,375.83	2,552.24	2,663.49	4.36%
City Retirement Benefits	405.70	662.05	1,601.58	141.91%
Health Medical Benefits	3,553.10	4,637.55	4,358.01	-6.03%
Group Life Benefits	288.94	278.69	367.67	31.93%
Disability Insurance	205.55	203.21	257.64	26.79%
Unemployment Insurance	-	-	-	-
Workers' Compensation Benefits	516.09	708.40	612.31	-13.57%
Section 125 Administration	-	-	-	-
Deferred Compensation Payment	265.99	260.00	260.00	0.00%
Professional Services	120.00	1,200.00	850.00	-29.17%
Maintenance Service Contracts	-	500.00	400.00	-20.00%
Printing & Binding	128.00	500.00	500.00	0.00%
Central Copying Services	-	-	-	-
Postal Services	119.74	1,800.00	1,000.00	-44.44%
Travel Conferences/Education	-	500.00	250.00	-50.00%
Dues & Association Memberships	-	-	-	-
Special Activities	-	-	-	-
Other Operating Supplies	-	500.00	500.00	0.00%
Small Tools	-	-	-	-
	38,645.00	47,404.74	48,437.53	2.18%

SEWER FUND

Collection And Disposal FY 2007–2008

This cost center funds the collection and disposal of City wastewater as well as the maintenance of wastewater facilities. It includes the City's share of capital improvements to the Arlington and Alexandria wastewater treatment plants, as the City does not have its own wastewater treatment plant. Also included are maintenance activities such as flushing approximately 242,880 linear feet of sewer mains when needed to keep sewer mains flowing at their full capacity. In addition, capital funds provide for rehabilitation of old sewer lines by lining them with fiberglass—a more cost-effective method of upgrading system capacity than excavation and replacement of deteriorating sewer pipelines.

Employees: 2.0 – Maintenance Worker
1.0 – Crew Leader

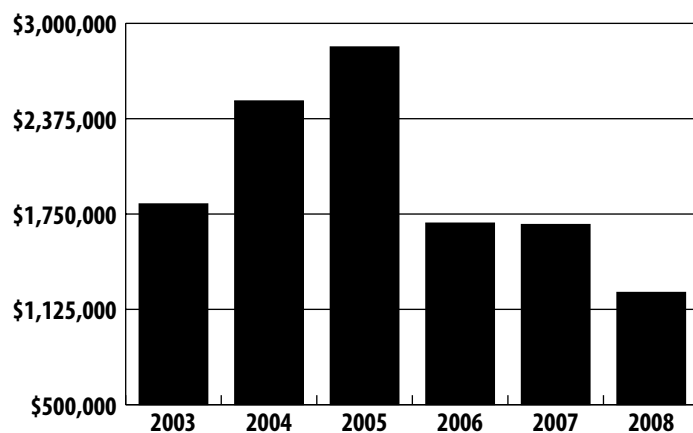
Objectives:

- Provide for the efficient collection and disposal of the City wastewater and the routine maintenance of wastewater facilities.

Performance Measures:

- Flush approximately 240,000 linear feet of sewer per quarter.
- Provide inspection for approximately 3,000 linear feet of sewer with CCTV equipment per quarter.
- Clean approximately 250 manholes per quarter.
- Provide support and technical assistance to contract to line approximately 4,000 linear feet of old sewer pipes with Insituform by June 30, 2008.

Collection And Disposal Budget Trend – FY 2003–2008



2003	2004	2005	2006	2007	2008
1,817,085	2,492,113	2,846,181	1,691,163	1,681,994	1,236,732
	37.15%	14.21%	-40.58%	-0.54%	-26.47%

Notes:

- Increase in FY 2004 is due to increase in capital costs for the Arlington Wastewater Treatment (WWTP) project, and also new funding for the sewer rehabilitation project. In addition, the City purchased additional wastewater treatment capacity from Arlington.
- Increase in FY 2005 is the result of a further increase in the capital costs for the Arlington WWTP.
- Decrease in FY 2006 is a result of changing from pay-as-you-go to long-term debt financing for the Arlington WWTP improvements. Also, the funds for the sewer rehabilitation program were transferred into the Capital Improvements Program.

SEWER FUND

ACCOUNT DESCRIPTION	2006 Actual	2007 Original Budget	2008 Adopted	Percent Change
Collection & Disposal				
Salaries - Regular	86,959.36	95,251.00	102,504.63	7.62%
Salaries - Overtime	6,314.50	5,000.00	15,000.00	200.00%
Salaries - Temporary	-	-	-	-
FICA Benefits	6,866.80	7,748.76	8,989.10	16.01%
City Retirement Benefits	1,243.40	1,905.02	4,715.21	147.52%
Health Medical Benefits	16,967.04	16,942.52	14,797.20	-12.66%
Group Life Benefits	881.68	891.01	1,082.45	21.49%
Disability Insurance	621.62	649.69	758.53	16.75%
Unemployment Insurance	-	-	-	-
Workers' Compensation Benefits	2,562.95	1,616.08	3,021.12	86.94%
Section 125 Administration	-	-	-	-
Deferred Compensation Payment	972.86	1,040.00	1,040.00	0.00%
Repairs & Maintenance	-	-	-	-
Maintenance Service Contracts	-	15,000.00	-	-100.00%
COE - Capital Costs	1,570,328.55	1,500,000.00	1,050,000.00	-30.00%
Automotive - Motor Pools	7,500.00	-	-	-
Telecommunication Services	-	-	500.00	-
Rental Fee - Motor Pool	-	12,500.00	10,473.53	-16.21%
Repair & Maintenance Supplies	13,648.07	17,500.00	17,500.00	0.00%
Vehicle & Equipment Supplies	-	1,000.00	1,000.00	0.00%
Uniforms & Wearing Apparel	1,103.18	2,000.00	2,400.00	20.00%
Other Operating Supplies	268.83	1,000.00	1,000.00	0.00%
Small Tools	126.48	250.00	250.00	0.00%
Safety Equipment	984.77	1,500.00	1,500.00	0.00%
Traffic Control & Emergency Eq	-	200.00	200.00	0.00%
Machinery & Equipment	-	-	-	-
Motor Vehicles & Equipment	-	-	-	-
Sewer Pipe Lining Project	133,098.82	-	-	-
Reclass Capital Outlay	(133,098.82)	-	-	-
	1,717,350.09	1,681,994.08	1,236,731.77	-26.47%

SEWER FUND

ACCOUNT DESCRIPTION	2006 Actual	2007 Original Budget	2008 Adopted	Percent Change
Debt Service				
Redemption of Bonds	-	-	-	-
Interest on Note Payable	3.64	-	-	-
	3.64	0.00	0.00	-
Sewer Fund Transfers				
Transfer-One Time Expenditures	-	-	-	-
Transfer to General Fund	-	-	-	-
Transfer Gen Fnd - PILOT	-	-	-	-
Transfer to Gen fnd - PRB	-	-	27,000.00	-
Transfer to Sewer Improve Fund	728,311.00	950,311.00	3,928,311.00	313.37%
	728,311.00	950,311.00	3,955,311.00	316.21%